

Occupancy		Acres/Value		Roof		Air Conditioning	
5	Vacant-Exempt		Lump or Per Acre	30	Gable		Yes or No
10	Dwelling			31	Hip		
11	Apartment		Water/Sewer Code	32	Flat/Shed		Fireplace
12	Farm		Same as Previous	33	Mansard		Actual #. Can be:
13	Commercial			34	Gambrel	2S	2 stacked
14	Industrial		Frontages	39	Not Available	1X	1 with flue
15	Vacant-Residential		Lump or SqFt			2SX	2 stacked w/flue
16	Fair Value-Residential				Roofing	3S	3 stacked
17	Occupied-Exempt		Age Code	40	Composition Shingle		
20	Townhouse	900	Unknown	41	Metal		Flue Hook-up
21	Single Wide Manufactured Home	997	New	42	Tarpaper/Roll		Actual #. Can be:
22	Double Wide Manufactured Home	998	Medium <60 years	43	Built-Up	2S	2 stacked
23	VAC w/M	999	Old 61 years +	44	Cedar Shake	1M	1 metal (\$300)
25	VAC-Commercial			45	Slate		
26	Fair Value		Condition	46	Asbestos		Basement
30	Deleted Record	G	Good	47	Fiberglass	50	Full
90	SCC	A	Average	48	Tar & Gravel	51	1/4
99	Inactive (test) rec.	P	Poor	49	Rubber	52	1/2
				50	Concrete	53	3/4
	Right of Way		Class	51	Copper	54	Slab
10	Public		A, B, C, D, E, or M	52	Heavy Comp. Shingle	55	Crawl Space
11	Private		Fair Value buildings	53	Tile	56	None
12	None		Always Cond. P,			57	% or sq. ft
13	Unknown		Class E		Dwelling Units	59	Cellar
					Actual number of residential units in bldg		
	Easement		Factor				Garage
20	Paved		+ or - any multiple of 5			60	Frame
21	Gravel				Interior Walls	61	Brick
22	Dirt		Depreciation	10	Drywall	62	Block
23	None		(Use Phys for partial completions	11	Paneled	63	None
		75%	Framing only	12	Plaster	64	Detached
	Water	65%	Exterior Siding	13	Ceiled Block	65	Vinyl
30	Public	50%	Under Roof	14	Log	66	Stone
31	Well	25%	Drywall	15	Wood	67	Log
32	Cistern	10%	All but Trim	16	Metal	68	Cedar
33	Spring		can use % complete w/ reverse	17	Cinderblock	69	Aluminum
34	None		percentage)	18	Concrete	70	Stucco
35	Public Available			19	Celtex	71	Metal
36	Shared Well		Foundation	20	Pine	72	Cinderblock
		10	Cinderblock	21	Unfinished	73	Dryvit
	Sewer	11	Concrete	22	Unknown	74	Asbestos
40	Public	12	Brick				
41	Septic	13	Rock		Floors		Carport
42	None	14	Pier	20	Wood	65	Open
43	Shared Septic	15	Frame	21	Carpet	66	Walled
45	Public Sewer Available	16	Wood	22	Vinyl	67	None
46	Package	17	Stone	23	Concrete		
47	Cess Pool	18	Stucco	24	Tile		Note
		19	Crawl	25	Hardwood		ALWAYS use #nn (e.g., #02) to
	Gas & Electric	20	Slab	26	Pine		list add'l dwelling in Other
"Y" for yes		21	Conc Blk	27	Unknown		Improvements. Add description
"N" for no							as needed; e.g. #02 dwelling,
			Walls		Heat		or #02 boiler bldg, etc.
	Terrain		Main 1st, decorative 2nd	30	Forced Air		
50	On	20	Frame	31	Baseboard		For additional bldgs, always list
51	Above	21	Brick	32	Hot Water		actual street address in
52	Below	22	Alum Siding	33	Floor Furnace		PARCEL LOCATION fields;
		23	Asbestos	34	Wall Furnace		don't leave blank. In
	Characteristics	24	Stucco	35	Space Heater		DESCRIPTION fields, leave the
60	Open	25	Cinderblock	36	None		parcel description, but add on
61	Wooded	26	Stone	37	Heat Pump		the next line "THIS DWL W S
62	Mountain	27	Metal	38	Solar		507 MAIN ST"
63	Marsh	28	Permastone	39	Radiant		(Second line of DESCRIPTION
64	Brushy	29	Vinyl Siding	40	Central		should always have parcel street
65	Rolling/Sloping	30	Log	41	Unknown		address, as this line transfers to
66	Level	31	Asphalt				REAL tax billing file)
67	Steep	32	Cedar		Fuel		
68	Low	33	Concrete Block	40	Electric		Split Foyer=enter 1 and SF on
72	Unknown	34	Masonite	41	Oil		number of stories
		35	Dryvit	42	Gas		
	Other	36	Wood Siding	43	Wood/Coal		
	Any site comments up to 20	37	Wood Shingle	44	None		
	characters	38	Precast Concrete	45	Kerosene		
				46	Unknown		
	Homesite Code			47	Solar		
H1	Homesite						